

# RVCC Information Policy

The purpose of this document is to set forth guidelines pertaining to RVCC's web presence and distribution of RVCC relevant information.

The name, River Valley Community Church the Nazarene, or any common representation of that name such as RVCC or River Valley, are reserved for exclusive use by the church which is currently located at 1412 27th Street in Vienna, WV. All references, information, web content, or other subject matter must adhere to these guidelines, the mission, and vision as set forth in this document.

Any content related to RVCC or our ministries, activities, people, or events published on the internet, either on the RVCC domain or otherwise must support and properly represent RVCC's mission, vision, values, and ultimately Jesus Christ.

## General Guidelines:

A.. All content on the RVCC domain will be reviewed by the webmaster and if deemed necessary, edited.

B.. Any content posted on the internet but not on the RVCC domain which is reported to the RVCC webmaster as inappropriate or questionable will be examined by the webmaster. If the webmaster determines that the reported content is inappropriate or damaging to RVCC or it's reputation, a report will be made to the senior pastor or church board for appropriate action.

C.. In the case of children and teens, no pictures will be posted or distributed by electronic or other means which identify specific individuals by name.

D.. Copyrighted materials will not be posted or distributed without appropriate permission.

E.. Any public input web content such as guestbook entries which are posted for view by the general public must be monitored to ensure that any inappropriate content is promptly removed.

F.. Phone numbers, addresses, or other personal information will not be posted online or distributed electronically or by other means without permission of those individuals.

G.. All entities that have web content hosted by the RVCC domain share the resources provided by the hosting company that is paid for by RVCC. As such, if limits on bandwidth or storage are exceeded, it will be the responsibility of the RVCC webmaster to make appropriate adjustments to the content of the different entities to comply with these limits. These adjustments will be made at the webmaster's discretion.

H.. All individuals who are granted authoring privileges to RVCC's website or maintain or disseminate information regarding our church, activities, and ministries are expected to maintain a Godly lifestyle and remain in fellowship and good standing with RVCC Leadership, mission, vision, and values. Failure to do so may result in loss of privileges.